

**SUBDIVISION/SITE PLAN REVIEW**

**TOWN OF CAMPTON  
12 GEARTY WAY  
CAMPTON, NH 03223**

The following material is necessary for a completed application to be submitted to the Campton Planning Board.

1. Submission must be made to the Town Office 15 business days prior to the next meeting (meetings are held on the 2nd Tuesday evening of every month). Please contact the Planning Board Secretary for specific dates.
2. An application, as attached must be completed, as well as a separate list with all abutters' names and addresses.
3. Five paper print copies of the plat must accompany every application.
4. A detailed letter of intent must accompany every application; a copy of this letter is sent to all abutters.
5. Driveway permits for Town roads must be applied for through the Campton Selectmen's Office.
6. Driveway permits for State roads must be applied for through the State Department of Transportation.
7. Applications for State subdivision must accompany the application for subdivision. The Board requests a receipt from the State that the application was received.
8. Evidence of submission for any and all permits required by Local, State or Federal agencies.
9. Please contact the Public Service Company of New Hampshire or the New Hampshire Electric Cooperative, Inc. if your project involves their easements.
10. Current Tax map numbers as well NEW ones must be on the map. (See secretary for information regarding new #'s)

Planning Board Fees: **\$80.00-** Application Fee

**\$6.80** Per Abutter (cost of mailings)  
Costs of recording fees for recording "MYLARS" with  
Registry of Deeds:

CHOOSE ONE OF THE FOLLOW DEPENDING ON YOUR SIZE MYLAR:

**\$11.00-** 8 1/2 x 11 OR 11 x17

**\$16.00**— 17 x 22

**\$26.00**— 22 x 34

**FIRE CHIEF LETTER RECORDED: \$14.00 PLUS LCHIP \$25.00 Separate Check-Registry**

TOWN OF CAMPTON-APPLICATION FOR SUBDIVISION (SITE PLAN REVIEW)

Name and Address of Applicant \_\_\_\_\_

Name of-Subdivision \_\_\_\_\_

Location \_\_\_\_\_ Tax Map# \_\_\_\_\_ Parcel \_\_\_\_\_

Name and Address of Surveyor \_\_\_\_\_

Name and Address of Agent \_\_\_\_\_

Name and Address of all persons with 10% or more interest \_\_\_\_\_

\*\*\*\*\*Name and Address of abutters as defined by Chapter 36: Section 1 NH RSA, 1955 and Chapter 672:3 as amended; \*\*Please provide a separate piece of paper with names, addresses and tax map #'s of all abutters,

Total Acreage: \_\_\_\_\_ Number of Proposed lots \_\_\_\_\_

The undersigned subdivider hereby submits to the Campton Planning Board on (date) \_\_\_\_\_ a completed Application as required by the Campton Planning Board Subdivision Regulations and respectfully requests approval of said application. In consideration for approval and the privileges occurring thereto, the applicant hereby agrees:

1. To carry out the improvements agreed upon and as shown and intended by said plat, including any work made necessary by unforeseen conditions which become apparent during construction.
2. To post all streets "Private" until accepted by the Town of Campton and to provide and install standard street signs as approved by the Town for all street intersections.
3. To give the Town-of-Campton on demand, proper deeds for land or rights-of-way reserved on the plat for streets, drainage or other purposes as agreed upon.
4. To save the Town of Campton harmless from any obligation it may incur, or repairs it may make, because of my failure to carry out any of the foregoing provisions.
5. To make no changes whatsoever in the Final Plats approved by the Board unless a revised plat or a plat of resubdivision is submitted to and approved by the Board.

The undersigned subdivider understands that the Campton Planning Board must have on file a completed application outlined in its subdivision regulations fifteen (15) days prior to a regularly scheduled meeting of the Board and that once the Board accepts the completed application at a regularly scheduled meeting, it has ninety (90) days to approve or disapprove the completed application subject to extension or waiver as provided in accordance with Chapter 36: Section 23 NH-RSA 1955 as amended.

SIGNATURE OF APPLICANT/REPRESENTATIVE \_\_\_\_\_

TOWN OF CAMPTON  
PLANNING BOARD  
12 GEARTY WAY  
CAMPTON, NH 03223

603-726-3223

SUBDIVISION REVIEW PROCEDURE

INQUIRY ( RECOMMENDED)

Very general discussion, no time limits,  
no map requirements, nothing bind, and  
no decisions.

MINOR SUBDIVISION  
(creates no buildable lots)

MAJOR SUBDIVISION

PRELIMINARY LAYOUT

APPLICATION SUBMISSION

Submission of Preliminary Layout  
for review, all procedures must be  
followed including public notice, but  
public hearing and time limits do not  
apply.

Subdivider submits application as  
required. Board accepts it, if complete  
at a preliminary hearing.  
90- day period begins.....

FINAL PLAT & DECISION

Subdivider prepares Final Plat, based  
on board review at preliminary hearing.  
Public Hearing held followed by Board  
decision.

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ALL COMPLETED APPLICATIONS- MINOR OR MAJOR MUST BE SUBMITTED  
15 DAYS BEFORE REGULAR MEETING, TO ALLOW PROPER NOTIFICATION.

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NOTE: This is not a formal document and this does not serve to supercede any of the documents or regulations of the Town and State. THIS IS TO BE USED AS A GUIDELINE ONLY.

PRELIMINARY PLAN/LAYOUT

SITE SURVEY MAP

- \_\_\_\_\_ Name of subdivision
- \_\_\_\_\_ Name(s) of owner(s)
- \_\_\_\_\_ Name(s) of abutter(s)
- \_\_\_\_\_ Name(s) and seal(s) of consultant(s)
- \_\_\_\_\_ North Point
- \_\_\_\_\_ Topographic contours (5' contours)
- \_\_\_\_\_ Graphic scale
- \_\_\_\_\_ Date
- \_\_\_\_\_ Property lines showing ownership
- \_\_\_\_\_ Subdivision boundaries and location of boundary markers
- \_\_\_\_\_ Proposed lot lines, dimensions and acreage
- \_\_\_\_\_ Location of existing and proposed streets and easements
- \_\_\_\_\_ Existing zoning
- \_\_\_\_\_ Natural features
- \_\_\_\_\_ Indicate woods, fields and swamp/marsh
- \_\_\_\_\_ Existing water courses and drainage
- \_\_\_\_\_ Flood plain land with base flood elevation data
- \_\_\_\_\_ Wetlands
- \_\_\_\_\_ Existing buildings or other man-made features
- \_\_\_\_\_ Existing and proposed utilities
- \_\_\_\_\_ Location existing and proposed septic systems
- \_\_\_\_\_ Location of existing and proposed water sources within 100' of the subdivision
- \_\_\_\_\_ Proposed drainage and culvert location
- \_\_\_\_\_ Proposed uses
- \_\_\_\_\_ Proposed public areas
- \_\_\_\_\_ Lot lines
- \_\_\_\_\_ Set back lines
- \_\_\_\_\_ Existing and proposed streets with names and rights-of- way
- \_\_\_\_\_ Preliminary road cross-section and profiles
- \_\_\_\_\_ Preliminary drainage system
- \_\_\_\_\_ Preliminary location of septic systems
- \_\_\_\_\_ Proposed location of wells
- \_\_\_\_\_ Location of soils and groundwater test pits

FINAL LAYOUT (ONE MYLAR AND FIVE DARK LINE COPIES)

- \_\_\_\_\_ Boundary survey including bearings, distances and location of permanent markers
  - \_\_\_\_\_ Lot lines
  - \_\_\_\_\_ Lot dimensions
  - \_\_\_\_\_ Lot acreage
  - \_\_\_\_\_ Lot numbering
  - \_\_\_\_\_ Set back lines
  - \_\_\_\_\_ Topographic contour (5' contours)
  - \_\_\_\_\_ Existing and proposed streets with names and right-of-way widths
  - \_\_\_\_\_ Road cross-sections and profiles if required
  - \_\_\_\_\_ Drainage system and culvert location (size?)
  - \_\_\_\_\_ Location of soils, groundwater and percolation test pits
  - \_\_\_\_\_ Easements
  - \_\_\_\_\_ Buildings and other man-made features to remain
  - \_\_\_\_\_ Open space
  - \_\_\_\_\_ Deed restrictions
  - \_\_\_\_\_ Name(s) addresses(s) and seal(s) of consultant(s)
  - \_\_\_\_\_ Statement of responsibility for streets
  - \_\_\_\_\_ Statement from Town Selectmen receiving conveyance agreements, easement and right-of-way designations, rights to drain, deed restrictions and performance guarantee.
  - \_\_\_\_\_ Statement of compliance with local zoning ordinance and subdivision regulations as well as, other applicable regulations.
  - \_\_\_\_\_ Engineer's statement of suitability of features as deemed necessary by the Planning Board.
  - \_\_\_\_\_ Performance guarantee
  - \_\_\_\_\_ Final Plan approval
- Date of submission: \_\_\_\_\_  
Date: \_\_\_\_\_

PERMITS

- \_\_\_\_\_ WSPCC Approval
- \_\_\_\_\_ State or town driveway permits
- \_\_\_\_\_ State dredge and fill permits
- \_\_\_\_\_ State subdivision
- \_\_\_\_\_ Wetlands Board Permits